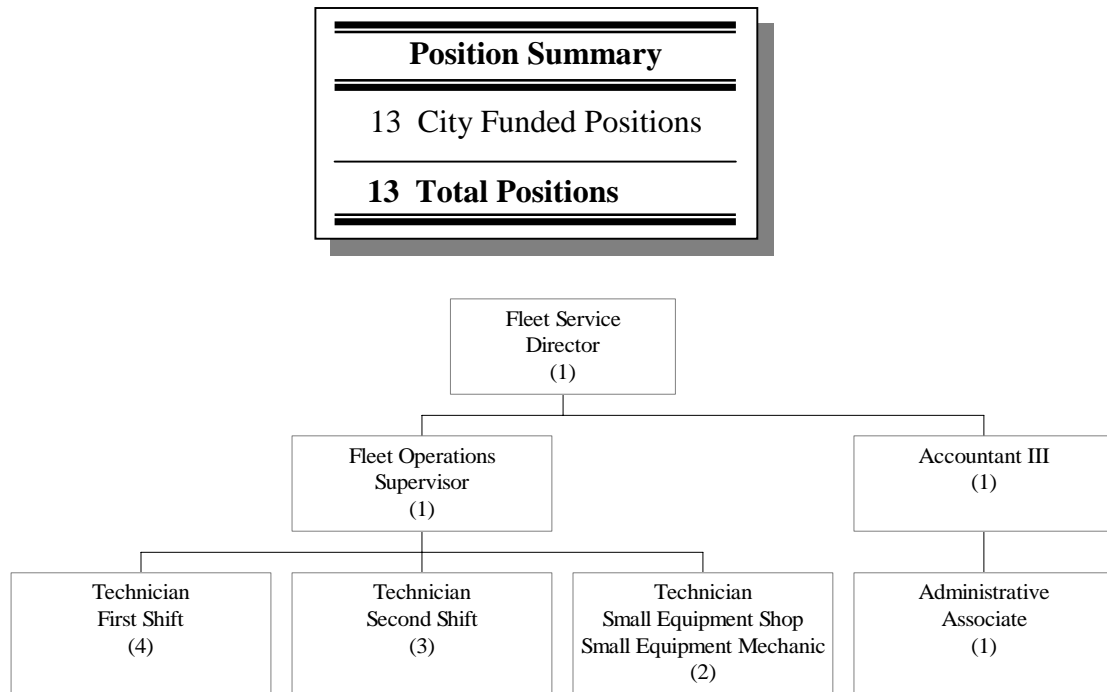


Fleet Services

Note:

Not included above are Repair Garages managed by the Fire Department and Waste Management.

Internal Services Fund**Fleet Services Fund**

Fleet Services provides a full spectrum of fleet related services for all City vehicle and small engine equipment customers. These services include vehicle and small engine equipment acquisition and replacement planning, fueling, preventive and routine maintenance. The Department oversees all fueling services within the City and the maintenance and automotive stores facilities within the Public Works complex at 1700 Memorial Avenue.

	Actual FY 2001	Adopted FY 2002	Amended FY 2002	Proposed FY 2003	Adopted FY 2003
BEGINNING BALANCE	(\$765,069)	\$0	(\$230,273)	(\$212,386)	(\$212,386)
USE OF RESERVES	\$26,158	\$0	\$736,350	\$0	\$0
REVENUES					
Warehouse Inventory	\$428,688	\$451,762	\$451,762	\$418,841	\$418,841
Fuel Sales	398,546	343,288	343,288	387,679	387,679
Mechanical Work by Vendors	148,675	193,422	193,422	181,125	181,125
Vehicle Administration	186,711	221,708	221,708	198,070	198,070
Labor Sales	434,095	586,651	586,651	519,394	519,394
Vehicle Capital	0	500,000	0	0	0
Bond Proceeds	0	0	0	1,165,000	1,165,000
Interest on Investments	10,413	0	0	0	0
Miscellaneous	7,271	0	0	0	0
Sale/Salvage of Surplus Property	127,226	0	0	0	0
Transfer from General Fund	1,883,037	0	637,752	623,000	623,000
Transfer From Solid Waste Management Fund	1,315,666	0	1,105,909	502,713	502,713
Transfer From Water Operating Fund	78,226	0	261,774	123,269	123,269
Transfer From Sewer Operating Fund	125,000	0	0	448,651	448,651
TOTAL	\$5,143,554	\$2,296,831	\$3,802,266	\$4,567,742	\$4,567,742
EXPENDITURES					
Personnel (FTE)	14	13	13	13	13
Personal Services & Employee Benefits	\$605,812	\$600,378	\$602,167	\$606,928	\$618,548
Tool Allowance	2,800	1,800	1,950	1,800	1,800
Supplies	29,514	7,700	7,709	19,106	19,106
Equipment Operation & Maintenance	917	0	0	2,000	2,000
Gasoline/Diesel Fuel	937	342,000	342,000	0	0
Internal Services	6,807	0	0	14,399	14,399
Equipment Replacement/Additions	2,343,624	500,000	2,444,048	2,522,500	2,522,500
Utilities	14,572	73,750	73,878	57,316	57,316
Buildings & Grounds Maintenance	6,128	26,350	26,350	19,330	19,330
Contractual Services	65,264	167,465	166,145	71,882	71,882
Training & Meetings	17,627	20,780	19,732	20,850	20,850
Stores Expenses	791,011	335,000	335,008	845,500	845,500
Miscellaneous Expenses	2,539	104,274	104,274	3,583	3,583
Nondepartmental Employee Benefits	11,014	12,297	12,297	16,462	13,030
Compensation Adjustment Reserve	0	29,139	27,350	0	0
Debt service	0	0	0	113,983	113,983
Transfer to General Fund	0	0	2,149	0	0
Transfer To Self Insurance Fund	0	0	1,048	0	0
Encumbrance Carryforward	736,350	0	0	0	0
TOTAL	\$4,634,916	\$2,220,933	\$4,166,105	\$4,315,639	\$4,323,827
ENDING FUND BALANCE	(\$230,273)	\$75,898	\$142,238	\$39,717	\$31,529

The Projected FY 2002 deficit (\$212,386) reflects \$840,000 for fire and rescue equipment that is scheduled to be ordered during FY 2002 for delivery during FY 2003. Payment for this equipment will be funded by the late summer 2002 bond issue.

Fleet Services Fund Operating Budget Description

The Adopted FY2003 Fleet Services budget of \$4,323,827 represents a 94.68 percent increase of \$2,102,894 as compared to the Adopted FY2002 budget of \$2,220,933.

Significant changes introduced in the Requested FY2003 budget include:

- ◆ \$342,000 decrease in Gasoline/Diesel Fuel as a result of realigning these funds to the proper account. The Gasoline/Diesel Fuel account was meant to be used for internal Fleet Services fuel usage however the funds for the entire City-wide fuel usage were placed into the Adopted Budget for FY 2002. This was corrected with the realignment of these funds to the Stores Expense account in the Proposed FY 2003 Budget.
- ◆ \$2,022,500 increase in Equipment Replacement/Additions as a result of establishing an ongoing funding for the vehicle replacement program.
- ◆ \$95,583 reduction in Contractual Services as a result of the funds being realigned to the proper account. The funds for the outside vendor vehicle maintenance was incorrectly placed in the Contractual Services account in the Adopted FY 2002 Budget; however, the realignment in the Proposed FY 2003 Budget corrected this by placing the funds in the Stores Expense account.
- ◆ \$510,500 increase in Stores Expense as a result of the realignment of funds from the Fuel and Contractual Services accounts. After the realignment of the Fuel and Contractual Services accounts, the actual increase is \$72,917. This is due to increased fuel, outside vehicle repair, and parts usage in the maintenance of the City vehicles.
- ◆ \$113,983 increase in Debt Service as a result of funds borrowed to purchase Fire and Rescue equipment.

The Department requested \$4,315,639.

All major items requested were proposed for funding.

The Proposed FY2003 Fleet Services budget was adopted with the following changes:

- ◆ \$11,620 increase in Personal Services reflecting a two percent general salary increase.
- ◆ \$3,432 decrease in Non-departmental Employee Benefits reflecting a State instituted Life Insurance holiday and changes in the Health Plan.



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